

IMPORTANT

Requests for dates July - December, 2008 **ONLY**

Both the booking form and the booking requirements have changed. Please read the instructions carefully.

Forms that do not include all requested information and a processing fee will not be considered.



United States Department of Interior

CHAMIZAL NATIONAL MEMORIAL

800 S. San Marcial
El Paso, Texas 79905



In reply refer to:

A8215 (CHAM)

Dear Chamizal User:

Chamizal National Memorial will begin the Special Use Permit application (theatre booking) process on October 1, 2007 for the months July through December, 2008.

1. All applications must be submitted using the attached form (NPS Form 10-930). If you are requesting dates for more than one event, an application for each event must be submitted. Reproduced copies of the form may be used. Also, enclose a mission statement explaining how your proposed event provides a meaningful association with the purpose of the Memorial and how this association will be communicated to the people who view your event.
2. Please include two or three "alternate" dates which we may consider for your event in case your primary date(s) are awarded to another applicant.
3. Applications that do not include all requested information and the administrative processing fee payment will not be considered.
4. Special Use Permit applications must be submitted by mail. These written applications will not be accepted in person.
5. Please make and retain a copy of the completed form for your own records.



Greater consideration will be given to proposals that reflect a meaningful association between the event and our mission, that contribute to visitor understanding of the memorial and that assist us in promoting the values of the National Park System. Remember, a production mission statement or justification, and/or an educational outreach plan must be attached to the Special Use Permit application and will be evaluated and scored by our staff. **This justification will serve as the basis for selection of your production at the memorial.** Please make sure your mission statement answers the following questions:

1. What is your presentation about?
2. How does your presentation fit into the mission of Chamizal National Memorial?
3. What are you going to tell your audience about Chamizal National Memorial?
4. How are you going to tell them? (*speaker, written materials, etc.*)

In order to assist you with this requirement, we will be holding two workshops to explain the criteria for accepting your proposal and to help you develop a workable production mission statement and/or a viable educational outreach program. Attendance at one of these workshops every two years is mandatory.

Two full workshops are scheduled. The first will be held, on Thursday, October 18, 2007 at 7:00 p.m. and the second, on Saturday, November 17, at 2:00 p.m. Please contact Mrs. Cristina Olague-Rosales at 532-7273, ext. 106 or Paul Roney at ext. 115 to enroll in a workshop.

Special Use Permit applications will be accepted if postmarked no later than December 15, 2007. Only applications for July through December, 2008 will be accepted during this announced scheduling period. Confirmations or regrets will be sent to you by February 15.

Please note that certain dates have already been reserved for events that are sponsored and/or co-sponsored by the National Park Service. Attached is a list of the remaining dates that are available in 2008.

Mondays, Tuesdays, and Wednesday are normally "dark" days for the theatre personnel. Meetings, rehearsals and productions will not be conducted on those days.

A check in the amount of \$50.00 made out to "National Park Service" must accompany each application. This administrative processing fee is non-refundable.

If your production is selected, the \$50.00 fee will be credited towards the \$100.00 special use fee required for the issuance of an actual permit. Prescribed fees are due sixty calendar days prior to the date of the authorized event. Authorization for the event will be revoked if the fees are not paid promptly. If the event is canceled by the sponsoring organization without at least thirty days prior notice, all paid fees may be forfeited.

Special Note: The National Park Service will not permit the public staging of special events for which a public admission fee is to be charged, and monies associated with the event may not be collected by the permittee on park premises without the prior obtaining of a Commercial Use Authorization (CUA). Requirements, restrictions and possible fees for the CUA will be explained as part of the process after your event is selected for presentation at the Memorial.

Sincerely,

/s/ Richard L. Harris

Richard L. Harris
Superintendent

Enclosures

2008 Dates Available for Booking

JUL 10-12; 17-19; 24-26, 31

AUG 1-2

SEP 4-7; 11-14; 18-21

OCT 2-5; 9-12; 16-19; 23-26; 30-31

NOV 1-2; 6-9; 13-16; 20-24; 28-30

DEC 4-7; 11-14; 18-21

NPS MISSION STATEMENT

The National Park Service preserves unimpaired the natural and cultural resources and values of the national park system for the enjoyment, education and inspiration of this and future generations. The Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout the country and the world.

CHAMIZAL PURPOSE

The purpose of the Chamizal National Memorial is to commemorate the harmonious settlement of a long-standing boundary dispute between the United States of America and Mexico concerning the area known as the Chamizal.

CHAMIZAL SIGNIFICANCE

Chamizal National Memorial commemorates the peaceful settlement between the presidents of the United States and Mexico of a century-long dispute that affected many people in the El Paso, Texas/Ciudad Juarez, Chihuahua, and metropolitan area. The memorial uses the performing and visual arts to foster the exchange and understanding of multi-cultural traditions.

CHAMIZAL MISSION STATEMENT

The Chamizal National Memorial commemorates the harmonious settlement of a long standing border dispute between the United States and Mexico. Using the arts in an educational context, the memorial will foster cultural understanding and international goodwill and friendship.